



**CITY OF LEON VALLEY**  
**SIGN CODE UPDATE ADVISORY COMMITTEE MEETING**  
City Hall – Conference Room  
6400 El Verde Road, Leon Valley, Texas 78238  
Monday, March 25, 2019

**MINUTES**

The Sign Code Update Advisory Committee met on the 25<sup>th</sup> day of March, 2019, at the Leon Valley City Hall located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business:

**6:34 p.m. Call to Order by Committee Chair Heather Riddle and Announcement of a Quorum.**

**The Following Committee Members were Present:**

Heather Riddle	Larry Proffitt	Phillip Riddle	Ken Hillje
Ruth DeRamos	Tina Chasan	William Cox	

**Also in Attendance were:**

Council Member Dr. Catherine Rodriguez and Planning & Zoning Director Brandon Melland

**March 11, 2019, Meeting Minutes:** There was a discussion to approve the minutes from the March 11<sup>th</sup> meeting. Madam Chair Heather Riddle requested a spelling correction to the City Attorney's name. Motion to approve meeting minutes with corrected spelling error made by Ken Hillje and seconded by Phillip Riddle. Motion carried unanimously.

**Discussion and Possible Action Regarding Revisions to the City's Regulations for Commercial Signage; Wall, Window, and Attached.** Staff liaison, William Cox presented marked-up changes, as directed by committee. Brandon Melland provided advice concerning the revisions discussed during the prior committee meeting. Larry Proffitt made a motion to approve additional revisions and corrections as discussed. Motion was seconded by Phillip Riddle. Motion carried unanimously.

**Presentation, Discussion, and Possible Action Regarding Revisions to the City's Regulations for Commercial Signage; Freestanding, Pole, and Monument.** Presentation with examples of commercial signage was presented to the committee by staff liaison, William Cox. Phillip Riddle made a motion to continue the discussion of freestanding, pole, and monument signage during future meetings and direct staff to make preliminary revisions as discussed. Motion was seconded by Larry Proffitt. Motion carried unanimously.

**Citizens to be Heard.** None

**Other Announcements.** Madam Chair Heather Riddle requested print-outs and revisions have proper indentations for ease of reading. The committee came to a consensus that the next Sign Code Update Advisory Committee meeting would discuss monument and pylon signs.

The meeting concluded at approximately 9:53 p.m. with a motion to adjourn by Ken Hillje and a second by Phillip Riddle. The motion carried unanimously

**These minutes approved by the Leon Valley Sign Code Update Advisory Committee on the 8 of April 2019.**

APPROVED

A handwritten signature in cursive script, appearing to read "Heather Riddle".

CHAIR